



CITY OF SOUTHGATE - CLERK'S OFFICE

Application for Distribution of Handbills/Flyers

The City requires all individuals, businesses, and organizations distributing handbills/flyers to provide contact information for recordkeeping and communication purposes. Please complete the form below and return it to the City Clerk's Office prior to distribution.

Applicant Information- (please supply copy of applicant's Driver's License)

Name of Applicant/Organization:
Contact Person:
Address:
City/State/ZIP:
Phone Number:
Email Address:

Distribution Details

Purpose of Distribution (event, promotion, information, etc.):
Dates of Distribution:
Locations/Areas of Distribution:
Approximate Number of Flyers/Handbills:

Acknowledgement

By signing below, I acknowledge that I have read and agree to comply with all applicable city ordinances regarding the distribution of handbills/flyers. I understand that failure to comply may result in penalties.

Signature of Applicant:	Date:
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For Office Use Only

Date Received:
Approved By:
Notes: